

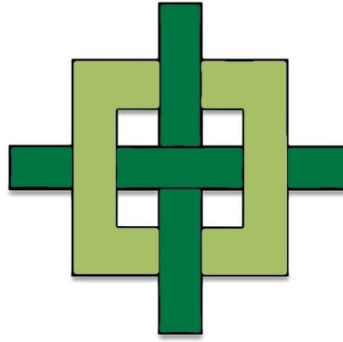
**Parish of St Mary's Lytchett Matravers**  
**Annual Vestry and Parochial Church Meeting Agenda**  
held St Mary's Church Lytchett Matravers  
**31 March 2018**

**VESTRY MEETING 2019**

1. Prayer
2. Apologies for absence
3. Minutes of Vestry Meeting 2017
4. Election of Church Wardens

**ANNUAL PAROCHIAL MEETING 2019**

1. Opening Worship and prayer
  2. Apologies
  3. Minutes of the APCM 20 March 2018 (please read beforehand, see pages 9-12)
  4. Matters Arising from the APCM 20 March 2018
  5. The Reports
    - 5.1 Fabric and Inventory – Wardens
    - 5.2 Finance – Treasurer (please read beforehand)
    - 5.3 Electoral Roll (please read beforehand)
    - 5.4 Deanery Synod (please read beforehand)
    - 5.5 Other reports (please read beforehand)
    - 5.6 Any Questions
  6. The Elections and Appointments
    - 6.1 Members for the PCC
    - 6.2 Sidespeople
    - 6.3 Independent Examiner for the financial year to 31 December 2018
  7. Vicar's Vision
  8. Closing Prayers
- (A brief meeting of the new PCC will follow to elect PCC officers)**



## **St Mary's Church Lytchett Matravers**

### **Annual Report 2018-2019**

#### **INTRODUCTION**

##### **Aims and Purposes**

St Mary's Church Lytchett Matravers is responsible, with the Team Vicar, the Rev Stephen Partridge (licensed to post July 2016), to enable worship of God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical in and for our geographical parish community.

##### **Objectives and Activities**

We are also committed to maintaining a strong connection with the wider village community and to continue with our fundraising efforts in order to finance future reordering.

##### **Structure, Governance and Management**

###### ***The PCC***

The PCC met eleven times through the year, with the Standing Committee meeting once. Attendance for the year was about 75%.

All PCC meetings are advertised in the newssheet and all members on the Electoral role can request to see the minutes of these meetings after they have been accepted by the PCC (with any confidential matters removed).

###### ***Administrative Information***

***The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Mary's the Virgin, Lytchett Matravers*** is a charity excepted from registration with the charities commission.

St Mary's is an independent parish within the *Benefice of The Lytchetts and Upton* in *Poole Deanery*. The Rev Jean de Garis is the Team Rector and Parish Priest for the Parish of Lytchett Minster and Upton.

The Benefice is part of *Diocese of Salisbury* within the *Church of England*. The PCC for the Year 2018-19 consisted of the following members:

<b>Ex-Officio Members:</b>	<b>Office Held (if any)</b>	<b>Post Ends</b>
Stephen Partridge	Vicar	
Mat Riddell	Church Warden	
Elizabeth Carter	Church Warden	
Bill Carter	Deanery Synod Representative	2020
Elizabeth Carter	Deanery Synod Representative	2020
Kat Riddell	Children's and Families' Worker	
Roger Ong	Treasurer	
<b>Elected Members:</b>		
Riette Hodson	PCC Secretary	2019
Sheila Newnham		2019
Claire Coakes		2019
Jayne Catley		2020
Andy Dawson		2020
Heather Argent		2021
Alan King		2021
Nita Parke		2021

The method of appointment to the PCC is set out in the Church Representation Rules.

## Services

Our year at St Mary's continued with our regular pattern of services with our 8am Book of Common Prayer (BCP) communion, 9.30am Holy Communion and the @11 service all taking place in St Mary's

with a joint Service of the word on 3rd Sundays with our Methodist community alternating between St Mary's and the Methodist Chapel. The monthly Evensong service on third Sunday evenings is led by Rev Stewart Timbrell and we are grateful to him for his dedication to this.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated four baptisms and four weddings and held eight funerals in our church this year.

## REPORTS

### 5.1 Fabric Committee Report and Inventory

**The main achievement** of this year has been the repair of the two windows in the chancel. This included replacing sections of stonework, checking and cleaning the glass and lead latticework and repainting and treating the metal work. Whilst this is a major item, a number of other things have been done including the following:

- With the pews gone there was a need to store the kneelers away from the outside walls of the building. We now have a rack on the back of the hymn book stand. There was also a need to create something to hold the wardens' wands and processional cross.
- The Notice Board which is put up by the side of the road, had become waterlogged and extremely heavy so that was replaced.
- A convex mirror to assist drivers leaving the church and turning onto the road was installed.
- Carpet underlay was put down under the carpet in tower both for warmth and also because the tiles were starting to show through.
- While the furniture in the chancel was moved to allow access to the East window during repairs, the table and wooden flooring was treated for possible woodworm.
- In preparation for the Celtic Cross being re-erected, the low boughs of the horse chestnut tree were trimmed back.
- A small band of volunteers started clearing the undergrowth along the sides of church walk.

**The rest of the year** has been spent obtaining the necessary permissions to do the following:

- Install fixed ladders in the tower.
- Repair the tomb at the back of the North Aisle, along with several chest tombs and the Celtic Cross in the churchyard.
- Remove, refurbish and reinstate the bells.
- Lay fibre optic cable across the churchyard to enable Broadband to be installed in the church.

**Looking forward to** the year ahead we hope to do the following:

- Replace a section of fence by base of the Horse Chestnut tree, expected February.
- Fix a permanent steel ladder in the tower, expected middle of March.
- Take possession of the choir frontals, expected middle of May.
- Install a Wi Fi Router in the church with phone capabilities.
- Remove, refurbish and rehang the bells, by Christmas we hope.
- A number of minor masonry and lead flashing repairs.
- Install a new audio-visual system and new lighting.

## **5.2 Finance Report**

Whilst this has been a challenging year due to the needs of the church and local community, parishioners, local businesses and the community have enabled us to continue to move forward in providing support to the community and maintaining St Mary's. This being achieved through regular giving, one off donations and superb enthusiastic fundraising. Special thanks to the Lion Hall Trust who continue to pay for our church printer toner which helps to produce resources for the advertising and enabling of our children and adult teaching work.

### **General Fund**

These funds and expenses are utilised for the provision of meeting the running cost of St Mary's with this funded by regular donations, the claiming of Gift Aid (for those who pay tax, with this enabling the church to reclaim an additional 25% on top of any donation) and through various fantastic fundraising events. We were very fortunate to receive a substantial donation during the year which due to this enabled us to achieve a small surplus for the year. Total income came to £53,884 against which expenses of £51,512 were incurred allowing £2,372 to go towards costs in 2019. As always there will be the challenge of continuing to find the necessary funds to maintain the church and the work undertaken in the community.

### **Mission**

It is good to be able to report that 2018 enabled a substantial increase in the level of support that St Mary's was able to give to various local, national and international organisations supporting people through sometimes difficult times. As such £1,364 was given to enable this support to be provided.

### **Restricted Fund**

These funds are given by individuals, trusts and foundations and businesses and are designated for specific purposes. The last few years have seen these funds used to install the heating system allowing the church to be open all year round, the purchase of 100 chairs providing the ability to have a very flexible option of seating at different events. Currently, fundraising is being undertaken for new choir frontals for which a further £1,400

is still to be found and for a new ladder to access the bell tower safely £500 to be found and to repair and maintain the bells £5,000 to be found.

As a Grade 1 listed building all works having to comply with exacting standards as would be expected, although this does tend to increase the cost of any works due to their special nature. Repairs to one of the windows alone came to some £12,158 this year and we are so grateful for the support of both the Erskine Muton Trust and Dorset Historic Churches that enabled this to happen. Current estimates for current repairs and maintenance are estimated at around £15,000 with this excluding any proposed improvements.

### **Reserves Policy**

The PCC would like to have reserves for the general fund and also reserves for the fabric of the church, but currently this is not possible although will continue to be the aim.

## **5.3 Electoral Roll Report 2018**

A new roll was compiled on 17 March 2019

There were **21** new names added.

The roll now stands at **90** of whom **7** live outside the parish.

## **5.4 Deanery Synod Report**

The Deanery Synod representatives are Bill and Elizabeth Carter and they have been to three Meetings this year with Rev. Stephen Partridge.

### **10<sup>th</sup> May at St Peters Church Parkstone**

430 parishes in the Diocese have paid their share in full which has left a shortfall of £143,000 for the diocese. 72% of their income comes from the Parish share. 87% of their income is spent on Ministry and Mission which includes clergy salaries and only 4% goes to running Church House. 1/3 of clergy will retire in the next 10 years and so they need to recruit more into training, and this has a cost implication. The national average for Parish Giving is £12.01 per week but in Salisbury Diocese it is £9.02 per week.

### **18th October 2018**

Lucy Holt began with a biblical overview of mission. How we do mission is integral to who we are, we will do it best when using our natural personality. Mission is also contextual, so we need to go where they are. For example, Paul went to where the Athenians were.

*Michael Antram, Head of St Edwards*

He wants his pupils to take away the message "To live life to the full".

We have to equip them for life beyond work and school.

As a church school we see the pupils as spiritual beings with an eternal life.

They have converted a classroom into a chapel in January.

*Paul Bradbury - Poole Missional Church*

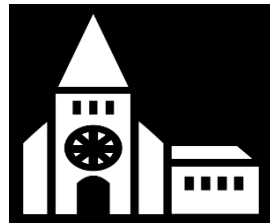
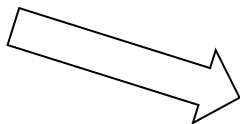
- Two goals:
- Mission to the 95 % who don't go to church
  - Use learning from this to share with other churches.

We are enabling them to take steps toward Christ not inviting them to church.

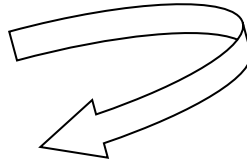
We must now also be emergent. Allowing "church" to look different out in the community.

## **Church Today**

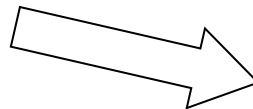
People drawn to the Church for life events



Church goes out and finds what people want with the aim of bringing them into church.



Church goes out to meet people where they are and journey with them there. Worship and relationships with Christ coming out of this.



### **6<sup>th</sup> Feb 2019 at St Clements in Parkstone**

The focus of the meeting was stewardship led by Ian Bromilow:

It can be helpful to give out the cost of keeping the church open per person per day to help folk see how their giving fits into this. Link this in with a Step it UP campaign which helps people see the value of increasing if they give even a small amount.

Creekmoor gave away tea bags and on another occasion light bulbs to everyone in the community, to show the church wasn't all about "getting your money".

Muscles grow when stretched. Giving is a way to strengthen our faith. Our giving is to God not about the cause.

We will be hosting the Deanery Synod at St Mary's on 21 May.

## **5.5 Other Reports**

### **5.5.1 Fundraising**

The fundraising team has continued, this year, to hold events both in the church and within the community. Monies raised can be seen within the treasurer's report. The events have encouraged not only visitors to church but have helped develop a sense of fellowship too.

Without our generous congregation and friends, we would not have been able to have raised the monies we have, and without this support, totals would have been much smaller. It is everyone's effort that has contributed, in whatever capacity, the successful outcome of our events.

If you feel you would like to join the fundraising group or have any ideas for future events, then please notify one of those on the team.

All monies raised contribute towards the repair and upkeep of the church.

### **5.5.2 Pastoral Care**

Some members of our parish are unable to attend church due to sickness or age. Our Lay Pastoral Assistant (LPA) team along with Reverend Stephen Partridge and Reverend Stewart Timbrell has visited all church members who have requested it, to celebrate communion with them either at their homes or at Castle Farm Nursing Home. Alongside the LPAs we recognise how many of our church community pay pastoral visits to their neighbours and those around the village.

Our current LPAs are Ann Jones, Jayne Catley, Claire Coakes, Mary d'Orton-Gibson, Charles Hodson and Liz Southgate.

### **5.5.3 Messy Church**

Messy Church has become a really close group of families who are really seeking God. They join together once a month in the church to explore God's word through new and exciting crafts, activities and challenges. Since September, when we looked at creation, we have made everything from edible butterflies to show how God can transform us completely, to 'Guess the taste' a Seder plate challenge. The bigger celebrations at popular festivals and holidays such as Christmas, Mother's Day, Easter, Halloween still give us the increase in foot fall and engage further in the community.

The team has shown great dedication and support and has been blessed with some fantastic opportunities to grow those that come regularly through conversation. We are still looking to grow our team, with opportunities to lead messy crafts, or not so messy crafts, make some tea/coffee, help with cooking, or just chat with the children and adults as they move around.

This Autumn we said a fond farewell to Rich Wood who helped Stephen with the celebration section.

Despite this sad loss of a great team member, Stephen has continued doing a brilliant job heading things up at the front which has been embraced by everyone and engages all the age groups. It has been delightful to watch the children grow in confidence joining in with learning stories, songs and actions. Our messy children have taken their own initiative by adopting their own roles in the team from helping operate the laptop, to leading the actions during worship and helping run a craft for the younger children. Our food team have streamlined a fantastic system that fills our hungry congregation with tasty meals and cakes, making the most of the space and limited cooking facilities that we have at church.



We are very grateful for the support we receive from the Lion Hall Trust who have paid for the printing we need to do to advertise and then for the crafts, they have also covered the cost of resources that we use.

This year promises more wonderful crafts and opportunities with new resources having been purchased through a Parish Council grant. This will allow us to provide good quality keepsake crafts that can be used to remember the lessons God has for us and to treasure and grow the seeds He is planting in each person who comes.

### **5.5.3 *Cheeky Monkeys***

In early 2018 we were approached, as a Church, to take on a supporting role with the Cheeky Monkeys parent and toddler group as SureStart were pulling out. After due consideration the PCC unanimously backed supporting the group and this support started after Easter. Margaret Daly continues to be the organiser of the group having been a volunteer for SureStart. Suzannah MacKay, one of the mums who regularly attends the session, kindly offered to undertake the volunteer role of deputy.

There is a Cheeky Monkeys Facebook group which has 85 members (as at 18.3.19) with new members joining on a regular basis. This is used to share information and let people know if a session has to be cancelled. The group continues to be well-attended with enthusiastic support all-round.

The group runs every Monday morning during School Term time in the small room at the Village hall. As a Church we are providing an assistant to Margaret each week, and if Margaret is away we can add an extra volunteer to keep the group running. Thanks must go to Elaine, Karen and Ann who have been coordinating the volunteers efficiently and effectively. There can generally be between 10-15 parents, grandparents or carers along with 15 or so children.

The Christmas term ended with a 'party', attended by the regular members along with a number of the volunteers and Stephen also led us in a 'festive sing-a-long' to finish the term on a joyful note!

Thanks must also go to the Parish Council who responded to a bid for £428.60 which enabled the purchase of a First Aid kit, small tables and chairs and play equipment. Margaret Daly comments that 'I would, on behalf of the parents, like to say thank you to St Mary's for supporting Cheeky Monkeys both financially and practically. The grant which you applied for and got means we now have more toys and better equipment'. An appeal was also made through the St Mary's Church newsletter for items and thanks go to those who provided an array of books, puzzles, and role play toys. We are really pleased to have this supportive link with an important community group and hope to develop our relationship with the group and individuals in the future.

#### **5.5.4 Mission and Evangelism**

Helping those in need is a demonstration of our faith. We have been able to support a number of charities with our giving at special services and events such as the Churches Together Lunch. It is good that these efforts on behalf of others can be combined with opportunities for fellowship.

Our parish magazine is distributed monthly to all parishioners who subscribe and is available in the Church and the Library. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus.

Stephen has been taking half-termly assemblies in the Primary school and we hope and pray this will pave the way for more connections between the Church and the School.

#### **5.5.5 Churches Together**

The Churches Together group consists of two or three representatives from St Mary's Church, The Methodists and The Lighthouse Church. We are also called the Church Family in Lytchett Matravers and seek to represent the Christians in the village at various joint events through the year.

In 2018 we met once in January to review various Autumn and Christmas activities and were pleased with how they had gone, we also heard from Rich Wood about plans for a Holiday Club. This Holiday Club took place after Easter and involved 32 children as well as lot of adults from across the three churches. We had our AGM meeting in May when Mark Warner spoke to us about the Sailors Society who were celebrating their 200<sup>th</sup> anniversary, it was a thoroughly engaging talk but sadly not very well attended. In September we met again to confirm plans for the Harvest Supper and to provisionally plan future events – the Remembrance Sunday service, the Community Christmas Carol Service and also the joint Christmas Card that is sent from the Churches Together.

Everything again went well thanks to the great work of those on the committee and others from the churches. We planned our next January meeting to be in the Chequers Inn which duly took place and again was a review of a successful Autumn of events. As a committee we are grateful to Jackie Cannings who takes the role of secretary, but we are looking for a treasurer to take over from Adrienne Allen – the role is not a difficult one. We are also looking for someone else from St Mary's to join the group as we plan further events for 2019 and beyond.

#### **5.5.6 Safeguarding**

Jo Sepkes-Jones is our Safeguarding officer and Claire Coakes has agreed to act as her Deputy. Our Safeguarding Policy is available both on the Church website and on the noticeboard in the porch.

#### **5.5.7 Health and Safety**

Andy Dawson, who is a qualified Electrician, is our Health and Safety Officer.

#### **5.5.8 Bell Ringing**

##### Branch and Guild Involvement

We took part in the Bell Ringing Bonanza again this year with two novice bands and one band in the main competition for the first time. We also entered the cake and limerick competition. Everyone in the tower did something for firsts week which meant we totalled 31 FIRSTS.

Debbie was awarded joint Guild Bellringer of the Year having been nominated by Jack Pease.

Some of our band attended courses including Bob Doubles, Calling workshop, Plain Hunt, Belfry Maintenance and ART Training Courses. We helped Dorset County Association on their mini ring at Kingston Maurewood College in June to raise awareness and recruitment. Several ringers supported the SDGR Open Day by visiting towers and ticking off towers visited for their 50RT. Some of our ringers attended the Branch 12 bell practice in November. We had at least 7 different groups of visiting ringers and hosted 5 courses including an M2F ART course.

##### Band Events and Ringing

We took some of our learners to see the bells at Sturminster Marshall as it isn't easy to access our bell chamber; our thanks go to them for this. Jack Pease organised for the 2 Lytchett Bands to have a practice at Wimborne Minster which was great experience and our thanks go to Jack. Jack also organised a visit to the Spinnaker Tower and ringing at 3 towers in Hampshire. We had our annual visit to Brownsea Island for a tour, lunch and ring. Debbie started to hold theory sessions at her house before ringing so not to take up valuable ringing time. She held 5 sessions last year including Place Notation which gave more ticks for 50RT.

We rang for three funerals and three weddings and are now building up our own band so need less support from other towers. Cathy and Viv achieved their first Quarter Peal in October whilst Debbie rang her first Minor Quarter Peal and first inside Bob Doubles.

Debbie and Ann Manning represented the bell ringers at our Fanfare of Flowers Festival this year. Their decoration was a Deconstructed Bell and Frame. Having

chosen a colour for our new band polo tops at our outing to Brownsea, we were thrilled when they arrived in July and we now proudly wear our red Guild Tops.

Viv organised a skittles evening in April and again in November; raising funds for our Bell Restoration project. We had a fundraising and awareness day in July raising £1037.30 for our bell restoration fund and recruited three more learners who started in September. They were given two half-day training sessions in October to get them going. Our thanks to Alan Bentley for silencing the bells and helping with these sessions. Two of these learners are now able to ring in rounds and rang on Remembrance Day and during Christmas. We held a Handbell concert in November raising over £680 with 80 visitors. We started our Bob Doubles Challenge in November and thank all those experienced ringers who came to ring with us as well as ringers and towers who were kind enough to make donations to our fund. Our first 'Christmas' dinner was held on Saturday 5<sup>th</sup> January 2019.

Emma and Debbie have started a Lytchett Matravers Bellringing Facebook page.

#### Bell Restoration Project

We are due to have new ladders to the Bell Chamber hopefully in January 2019. We have raised enough for these through fundraising events along with a few successful grant applications. We are also in the process of applying for grants to have the bells completely restored by being taken out of the tower, taken to J Taylor & Co in Loughborough and returned which we hope will take place at the end of 2019.

**Accounts January to December 2018 follow here with the examiner's report for the year ended 31 December 2018.**

**Approved by the PCC on 12 March 2019**

**Signed on their behalf by Rev Stephen Partridge (Chair)**

**LYTCHETT MATRAVERS PAROCHIAL CHURCH COUNCIL  
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2018**

**LYTCHETT MATRAVERS PAROCHIAL CHURCH COUNCIL**  
**RECEIPTS**  
**YEAR ENDED 31 DECEMBER 2018**

	<u>2018</u>			<u>2017</u>	
	<u>General</u>	<u>Restricted</u>	<u>Total</u>		
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Regular</b>					
Collections	6,859	-		3,857	
Regular giving	20,958	-		19,435	
Donations	4,022	-		500	
Gift Aided giving	-	-	31,839	2,835	26,627
Gift Aid recovered	9,422	-	9,422	14835	14835
			41,261		41,462
<b>Magazine</b>					
Sales	2,392	-		2,545	
Adverts	3,782	-	6,174	2,707	5,252
<b>Other</b>					
Weddings	2,302	-		4,098	
Funerals	2,356	-		1,001	
Bells	-	3,586		-	
Other	-	-		699	
Adjustment to 2016				-2,000	
Building	-	10,670		18,133	
VAT Recovered		-		5368	
Fund raising	1,791	1,200	21,905	5,444	32,743
<b>Total income</b>	<u>53,884</u>	<u>15,456</u>	<u>69,340</u>		<u>79,457</u>

**Restricted funds**

	<u>Purrier</u>	<u>Total</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
<b>CBF Bells fund</b>			
Donations	-	-	-
Interest/dividends on CBF funds	565	565	537
<b>Surplus for the year</b>	<u>565</u>	<u>565</u>	<u>537</u>

**LYTCHETT MATRAVERS PAROCHIAL CHURCH COUNCIL  
PAYMENTS  
YEAR ENDED 31 DECEMBER 2018**

	<u>General</u>	<u>2018</u> <u>Restricted</u>	<u>Total</u>	<u>2017</u> <u>Total</u>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Regular</b>					
Parish share	36,506	-	36,506		36,131
<b>Working expenses</b>					
Vicar	742	-		1,514	
Magazine printing	3,540	-		4,130	
Cost of services	261	-		207	
Cost of weddings/funerals	2,836	-	7,379	1,120	6,971
<b>Building costs</b>					
Heat and light	2,034	-		3,791	
Maintenance	1,018	-		684	
Window maintenance	-	12,158		0	
Replace Chairs	-	-		23,364	
Architect/Surveyor	-	351		2,914	
Insurance	1,832	-	17,393	1,709	32,462
<b>General</b>					
Bank charges	60	60		120	
Music/Copyright licence	366	-		355	
Transport	681	-		673	
Postage & stationery	-	-		7	
Other	272	149	1,588	386	1,541
<b>Total operating expenditure</b>			62,866		77,105
<b>Other expenditure</b>					
Outreach	107	-		27	
Mission payments	1,257	-		-	
			1,364		27
<b>Total expenditure</b>	51,512	12,718	64,230		77,132
<b>Total income</b>	53,884	15,456	69,340		79,457
<b>(Deficit) / Surplus for the year</b>	<u>2,372</u>	<u>2,738</u>	<u>5,110</u>		<u>2,325</u>
<b>Summary of reserves</b>					
Surplus b/fwd 1 January 2018	12,152	13,031	25,183		22,321
Transfer between reserves			-		-
Surplus for the year	2,372	2,738	5,110		2,325
Purrier fund income	-	565	565		537
Surplus c/fwd 31 December 2018	<u>14,524</u>	<u>16,334</u>	<u>30,858</u>		<u>25,183</u>

**LYTCHETT MATRAVERS PAROCHIAL CHURCH COUNCIL**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AT 31 DECEMBER 2018**

	<b>General fund</b>	<b>2018 Restricted funds</b>	<b>Total</b>	<b>2017 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Investment assets</b>				
CBF Purrier units	-	15,729		15,929
	-	15,729	15,729	15,929
<b>Monetary assets</b>				
Cash	-	-		-
Current accounts	7,352	2,820		5,061
CBF Purrier deposit	-	7,503		6,938
Loan from Parishioner	-	-		
	7,352	10,323	17,675	11,999
<b>Total assets</b>	7,352	26,052	33,404	27,928
<b>Represented by:-</b>				
Balance b/fwd 1 January 2018	12,151	15,777	27,928	23,703
Change in value of investments		-199	-199	1,363
Surplus on restricted funds	-	3,303	3,303	-7,445
Transfer between reserves			-	-
Surplus on general funds	2,372	-	2,372	10,307
<b>Balance c/fwd 31 December 2018</b>	<b>14,523</b>	<b>18,881</b>	<b>33,404</b>	<b>27,928</b>

**Notes** As in previous years the various funds, including the minor trusts for Wilkes, Ricketts, Toovey, Granger, Morgan and Toop, have all been included in these accounts as part of the General Fund.




**LYTCHETT MATRAVERS PAROCHIAL CHURCH COUNCIL**  
**SUMMARY OF RESTRICTED FUNDS**  
**YEAR ENDED 31 DECEMBER 2018**

**Restricted Funds**

	<u>St Mary's Building</u>	<u>Music</u>	<u>Bells</u>	<u>@11</u>	<u>Purrier Deposit</u>	<u>Purrier Units</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Balance b/fwd 1 January 2018	-8,683	696	191	707	6,938	15,928	15,777
Monies received	11,870	0	3,586	0	0	0	15,456
Dividends & interest received	-	-	-	-	565	-	565
Transfer between the reserves	-	-	-	-	-	-	-
Change in value of investments	-	-	-	-	-	-199	-199
Payments made	-12,718	-	-	-	-	-	-12,718
Balance c/fwd 31 December 2018	-9,531	696	3,777	707	7,503	15,729	18,881

These Accounts for the year ended 31st December 2018 were approved by the Parochial Church Council on 12<sup>th</sup> March 2019



S. PARTRIDGE

INDEPENDENT EXAMINERS REPORT TO THE PCC  
OF ST. MARY'S, LYTCHETT MATRAVERS

This report on the accounts of the PCC for the year ended 31st December 2018, which are set out on Pages 1 to 4, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 145 of the Charities Act 2011, ("the 2011 Act").

**Respective responsibilities of trustees and examiner**

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the 2011 Act do not apply. It is our responsibility to issue this report on these accounts in accordance with the terms of the Regulations.

**Basis of independent examiners report**

Our examination was carried out in accordance with general directions given by the Charity Commission under section 145 of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an opinion on the view given by the accounts.

**Independent examiners statement**

In connection with our examination, no matters have come to our attention:

1. Which give us reasonable cause to believe that in any material respect the requirements

- (i) To keep accounting records in accordance with section 130 of the 2011 Act: and
- (ii) to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or

2. To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Kennedy Legg Chartered Accountants**

Stafford House  
10 Prince Of Wales Road  
Dorchester  
Dorset  
DT1 1PW

# MINUTES OF THE ANNUAL PAROCHIAL MEETING 2018

## 1. Opening Worship and Prayer

We sang *Be Thou My Vision* together and Stephen opened the meeting in prayer.

## 2. Apologies

Pam Baker, Jackie Cannings, Claire Coakes, Ian Henry, John Hyde, Amanda Irwin, Sheila Newnham, Ben Partridge, Debbie Phipps, Michael Tomlinson.

## 3. Minutes of the APCM held on 5 April 2017

These had been circulated beforehand. Tim Brown proposed that we accept them, Phil Baker seconded; all in favour, and the minutes were duly signed by Stephen.

## 4. Matters Arising from the Minutes

None

## 5. Reports:

### 5.1 Fabric Committee Report

2017 will definitely be remembered as the year of the chair. Having sampled a number of chairs and made a decision, we held a meeting with the Archdeacon who informed us that our choice would not be accepted by the DAC. We discussed the type of chair that we planned for the choir and he said instantly that that would be acceptable throughout the church.

After the initial disappointment, we set about completing a faculty allowing us to remove the pews and pulpit, and to purchase 100 chairs. Throughout the summer and autumn people very generously purchased pews from the church and donated sufficient money that we were able to purchase all 100 chairs in time for Christmas. I hope you will all agree that they look good and are far more flexible.

Alongside this work we have permission to replace the choir frontals and also to do the repair work to the windows. There will be a short pause as we are waiting to hear from a couple of grant bodies as to whether they will help us or not.

We have had a number of issues with the electricity meter and after much tearing out of hair and frustration on both Annie and Stephen's part, believe it is now sorted.

#### *Inventory*

Annie reported that the inventory had been updated as the pulpit, 2 officiants desks and chairs, the sanctuary desks and chairs and 31 pews together with the black plastic chairs were removed under faculty 2256 on 28th July 2017. One hundred new wooden chairs with seagrass seating were purchased to replace them under the same faculty.

### 5.2 Finance Report 2017

This year has seen a tremendous amount of work being undertaken to help deliver the vision of St Mary's, and following last year's fundraising to install heating in the church this has enabled services to be undertaken all year round. This was also assisted by the ability to make claims under the Government's approved Gift Aid scheme. If you are a taxpayer you can 'Gift

Aid' by either using the yellow envelopes in the church or by completing a simple form that can cover single donations or any donations/offering that you make.

#### *General Fund*

Income into the general fund started to return to previous year's levels as new members joined and existing members felt able to review their regular giving with this increasing by some £3,736. This has enabled the church to meet the general costs of running the church, to make the payment to the Diocese of our Parish Share of £36,131 with this again being made on time, and to repay one of the generous interest free loans that had been provided as temporary support.

The heating system has now settled down following the installation in December 2016 and whilst the operating costs were initially high, a review of timings, temperatures and a change of electricity supplier has assisted in this early high cost being brought under control.

Fundraising for St Mary's has again been fantastic with fundraisers working so extremely hard and organising cream teas, coffee, the Christmas 'Festival of Angels' to name a few. They raised a tremendous £5,444 including £1,298 just for the Christmas Angels.

#### *Mission*

This year the church has been able to provide support to Cankids, Christian Aid and Routes to Roots totalling £437.57 with two payments being made after the year end.

#### *Restricted Fund*

This year the Diocese gave us final approval to change the seating, with this reflecting the need to be able to provide a more flexible seating system that also did not require weightlifters to move them. This was a great challenge having only just raised funds the previous year for the heating.

The support and dedication of the community and some from further afield enabled the full amount to be raised and the new chairs were installed just before Christmas. Many donors were able to Gift Aid their contribution and this allowed £3,024 to be claimed from HMRC towards their cost. Having completed the purchase of the chairs this has left the choir needing new frontals and funds are beginning to be raised but with some £9,000 still to go so any additional donations would be most welcome.

As always there are additional works that need to be undertaken, especially when it is a Grade 1 listed church requiring approvals and sometimes more expensive materials to ensure they meet stringent requirements. There are still works identified under the Quinquennial review that will need to be addressed so continued fundraising and regular support is still needed and again we wish to acknowledge all the hard work and effort that our fundraisers undertake.

#### *Reserves Policy*

The PCC would like to have reserves for the general fund and also reserves for the fabric of the church, but currently this is not possible although will continue to be the aim.

### **5.3 St Mary's Electoral Roll Report 2017**

The roll was revised on **6 March 2018**

There were **6** deletions

There were **6** new names added.

The roll now stands at **89** of which **9** live outside the parish.

### **5.4 Deanery Synod**

The Deanery Synod met three times during the year. Heather Argent and Jackie Cannings were our representatives until the APCM in April when Bill and Elizabeth Carter took over as our Deanery Synod Representatives.

#### *Deanery Synod Report 7 February 2017*

Heather and Jackie attended this meeting at St Luke's Church Parkstone.

The Rural Dean was ill and the Vicar of St. Luke's was in charge.

We were still mainly talking about Prayer - Serve - Grow in discussion groups, focusing on about Beliefs, Purpose and Mission, and Visions and Plans. Questionnaires had been sent out to the synod representatives beforehand, and Small Groups had stood out from these as being important for Churches. We discussed new ideas to reach out into the Community in groups but nothing outstanding was suggested.

The service ended with a Communion Service.

#### *Deanery Synod Report 23 May 2017*

Stephen and Elizabeth attended the meeting on the 10<sup>th</sup> May at St Peters Church Parkstone.

It was reported that there were a number of churches including St Mary's who had not submitted their accounts. This has now been done by Roger. 430 parishes in the Diocese have paid their share in full which has left a shortfall of £143,000 for the diocese. 72% of their income comes from the Parish share. 87% of their income is spent on Ministry and Mission which includes clergy salaries and only 4% goes to running Church House.

One third of clergy will retire in the next 10 years and so they need to recruit more into training and this has a cost implication. Augustine from Lytchett Minster has been selected.

With Parish Giving the national average is £12.01 per week but in Salisbury Diocese it is £9.02 per week.

#### *Deanery Synod Report 2 November 2017*

Stephen Partridge and Bill and Elizabeth Carter attended this meeting at Christ Church Creekmoor.

The introduction included an update on their project to enlarge the church premises.

Alistair Doxat-Pursar, Chief Executive of Faithworks in Poole, spoke about some of the work they are doing. Faithworks aim is to equip churches to work in their own area. There are 32 churches running over 300 activities which give more than 3000 hours of time a month. Their recent survey revealed the same issues around the area, social isolation, poor youth engagement, and lack of community cohesion.

Faithworks have appointed Anita one day a week to work with Refugees and asylum seekers. They have also begun street pastors in Bournemouth who in the six weeks since they began have had 63 meaningful conversations on the streets. They would like to start a similar scheme in Poole. They are working on an app showing all the activities going on in churches around the area.

The second talk was by Debbie Orriss, Diocesan Discipleship Co-Ordinator. Her role is to Support Lay Pastoral Training and also to deepen discipleship in the churches to pray, serve, grow.

We discussed what was meant by Disciples – following, journey, growing and maturity. Two books were recommended, "Let Me Go There" by Paul Gooder and "Being Disciples" by Rowan Williams.

### **5.5 Fundraising Team**

The fundraising team has continued, this year, to hold events both in the church and within the community. Monies raised can be seen within the treasurer's report. The events have encouraged not only visitors to church but have helped develop a sense of fellowship too.

Without our generous congregation and friends, we would not have been able to have raised the monies we have, and without this support, totals would have been much smaller. It is everyone's effort that has contributed, in whatever capacity, the successful outcome of our events.

If you feel you would like to join the fundraising group, or have any ideas for future events, then please notify one of those on the team. All monies raised contribute towards the repair and upkeep of the church.

Anne Brown reported that there appeared to be much more support for the Ride and Stride this year and special thanks to Jane and her friends for taking part walking around Purbeck. We were very pleased to have 11 people sign in to St Mary's, and so glad we were open with refreshments for them. Thank you to Stephen for signposting to the door.

Anne did try to get a representative from the trustees to join her riding group for supper afterwards but sadly he was otherwise engaged. It would be great if we could invite a trustee at some other suitable time. We have raised somewhere around £650 and Annie has said that the monies are due to be sent in to Dorset Historic Churches soon. We can then expect half to be returned to us.

## **5.6 Pastoral Care**

Some members of our parish are unable to attend church due to sickness or age. Our Lay Pastoral Assistant (LPA) team along with Reverend Stephen Partridge and Reverend Stewart Timbrell has visited all church members who have requested it, to celebrate communion with them either at their homes or at Castle Farm Nursing Home. Alongside the LPAs we recognise how many of our church community pay pastoral visits to their neighbours and those around the village.

Our current LPAs are Ann Jones, Jayne Catley, Claire Coakes, Mary d'Orton-Gibson, Charles Hodson and Liz Southgate.

## **5.7 Messy Church**

Messy Church has run successfully throughout the year. We have seen a steady core group of attendants over a range of ages and have a reliable dedicated team of helpers. We have been able to explore the Bible through different media and the children particularly enjoyed practicing their carpentry skills and exploring water beads in our tuff spot.

We have developed a format which works well for everyone and are very grateful for the Lion Hall Trust that's enabled us to purchase lovely resources. The new chairs and flexible space have enabled us to be more varied in our input and we now have enough room to all sit together around tables for our Messy meal at the end.

Please pray for Messy Church as we continue to seek God's vision for its future and may God bless everyone who has supported and attended Messy Church this year.

## **5.8 Mission and Evangelism**

Helping those in need is a demonstration of our faith. We have been able to support a number of charities with our giving at special services and events such as the Churches Together Lunch. It is good that these efforts on behalf of others can be combined with opportunities for fellowship.

Our parish magazine is distributed monthly to all parishioners who subscribe and is available in the Church, Library. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus.

Stephen has been taking half-termly assemblies in the Primary school and we hope and pray this will pave the way for more connections between the Church and the School.

## **5.9 Churches Together**

We meet every six months or so to discuss any matters that involve the different Churches. There are usually about 7-10 people at the meetings, usually with a representative from each church present.

We last met on 30 January at St Mary's Church when we discussed the Holiday Club and Power Lab, run enthusiastically by Rich Wood.

The Women's World Day of Prayer, which was to have taken place on Friday 2 March, unfortunately had to be cancelled due to snow.

We are having our AGM on Tuesday 8 May. There will be another meeting on 18 September, just before the Harvest Supper. The next multi-faith event is the Harvest Supper, on 21 September, to be held at the Village Hall. Remembrance Sunday this year falls on 11 November and we will again be hosting a joint service in the Village Hall and at the memorial.

## **5.10 Safeguarding**

Jo Sepkes-Jones is our Safeguarding officer. As she has been sick long term, Claire Coakes has agreed to act as her Deputy. The Parish Safeguarding policy was updated and then reviewed and agreed by the Diocesan safeguarding officer in November and each member of the PCC has signed it.

## **5.11 Health and Safety**

Andy Dawson, who is a qualified Electrician, has agreed to be our Health and Safety Officer.

## **5.12 Bell ringing**

2017 has been a very busy year for our bell ringers.

In February and March Debbie and Annie passed the ART Training Scheme Module 1 Teaching Bell Handling so both felt more confident in their training of our new learners. Later in the year they both attended the ART Training Scheme Module 2 Teaching Foundation Skills course and subsequently passed in November/December.

We are also indebted to the support given by Alan Bentley with our training both for Debbie and Annie but also supporting our learners too. We are thrilled that we are now able to ring for Sunday services most weeks even if it is only rounds or simple call changes.

During the year, our Band has increased to twelve. In the early part of the year we were training once a week and training/practicing on another day. We now only practice for two hours on a Friday evening.

Alan has installed a simulator in the tower so when we have a long period of learning we are able to silence the bells. We are looking forward to investigating further how to use this to benefit our learning.

We look forward to 2018 which will bring new challenges, successes and group entertainment.

## **6 Elections and Appointments:**

### **6.1 Members of the PCC**

Ian Henry and Anne Brown have completed their three-year term on the PCC; as we had only elected two new members of the Committee last year we needed three new members this year and Heather Argent, Alan King and Nita Parke had agreed to stand. Kat Riddell had also agreed to continue on the Committee. As no further nominations had been received, the above were duly elected as members of the PCC for 2018/2019.

## **6.2 Sidespeople**

**08:00**

Annie Mitchener, Brenda Puckett

**09:30**

Judy Baker	Phil Baker	Jayne Catley	Gill Clayton
Mary d'Orton-Gibson	Charles Hodson	Riette Hodson	Sheila Goodall
Anne Jones	Alan King	Aubrey Lane	Liz Lane
Gill Levesconte	Sheila Newnham	Liz Southgate	Elaine Taylor

## **6.3 Independent Examiner**

Ken Butcher has agreed to undertake this role again.

## **7. Vicar's Vision:**

*Thank you*

Thank You for your continued commitment to St Mary's Church, 2017 was another incredible year as we achieved a seemingly impossible target of 100 chairs without any grant funding but a lot of hard graft speaking to different people connected with the church and selling the idea of creating a flexible space. I am also aware that many people were very generous again.

For me 2017 was one of continued listening as we thought about our shared identity and values,

*Listening and Inviting*

Whilst I hope the listening continues for all of us I also want to encourage each of us to be speaking as well, telling our story to those we meet, telling our personal story of faith and our collective story as a church. That telling is the preparation for an invitation, such as Phillip's 'Come and see' to Nathanael, maybe to a cream tea, a social event, to share a cup of tea, to take the Alpha journey or to one of our many services.

We can continue to pray for those we know and engage with and in time we hope that for some the preparation and invitation will lead to a celebration of an encounter with God's love that leads to a transformed life.

*2018 Year of the Team*

I see 2018 as a year of team building, not that we are all going on an outward bound course - getting up at 5am to run up a few mountains before breakfast (although for those that enjoy that sort of thing maybe....?)

No, by team building I mean, first a recognition of the many teams we have that help St Mary's Church to function so well: Bellringing band, cleaning team, welcome team, choir, readers, intercessors, prayers, LPA team, @11 leaders, Messy Church, Small Group Leaders, Wardens, PCC team, Fundraising team, Finance team, Parent



and Toddler support team, Churches Together team, Day centre team, Flower arranging team, Coffee/Hospitality team, Parish Magazine team, the list goes on.... and secondly a focus on helping everyone find a place in the right team (or teams) for them, I see being part of a team a big part in helping people feel a sense of belonging and acceptance that can lead to a deepening faith journey. Obviously this has to be within reason, I wouldn't people so busy with church activities that they are never able to interact with friends and family outside of church, but it is about a mindset of what can I bring or offer to the church, how can I play my part as a part of the body of Christ in this place, rather than, as I've heard in some churches - what can this church do for me? What benefits do I get for coming?

#### *Serving God*

We come to serve God, not the church or the 'new' minister or the church wardens or anyone else but God, he is the one who enriches our lives with his peace and purpose, he is the one who restored relationship with us through Jesus' death on the cross and resurrection from the grave, He's the one who wants us to be filled to overflowing with his love.

*We are a Christian Church Community that is ...*

*guided by **God's Word**  
centered on **Jesus** and  
inspired by the **Holy Spirit***

*Our core values (what matters most to us) ...*

***Blessings** – offering a warm welcome  
**Belonging** – sharing fellowship and a sense of belonging  
**Believing** – providing a variety of worship to help us all draw closer to God*

*Our Vision – we seek to ...*

***Accept** all who gather with us, knowing they are all made in God's image  
**Be** relevant for today whilst honouring our history and heritage  
**Connect** with and care for the wider community, sharing hope through the Good news of Jesus  
**Disciple** one another with humility, not taking ourselves too seriously but taking God seriously  
**Encourage** whole-life and life-long learning, prayer and praise*

## **8. Closing in Prayer**

Stephen closed in prayer at 20:25, followed by everyone present saying the grace together.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_